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Approved For Release 2003/06/10 : CIA-RDP78-04782A000100040011-5

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MEMORANDUM FOR: Deputy Director for Support

**SUBJECT : Space Requirements - Possible
Evacuation of Potomac Park
Area and Release of 1717
H Street**

**REFERENCE : Memo dated 6 August '64 to DD/S
from AD/L, same subject**

1. This memorandum contains recommendations for Deputy Director for Support approval. Such recommendations are contained in paragraph 11.

2. The Public Buildings Service has proposed a move by the Agency from 1717 H Street to the Key Building, 1200 Wilson Boulevard, Rosslyn, Virginia. This move is the first step in the PBS plan to consolidate our functions now in 1717 H Street, Alcott Hall, R&S Building and Quarters Eye into one location; namely, the Rosslyn area. It is their idea that the occupants of the three latter buildings will be moved into one or possibly two buildings in the Rosslyn area as they become available. PBS, of course, cannot at this time guarantee just when we could move from the three temporary buildings in the Potomac Park area. I am, however, satisfied that their proposal to move us from 1717 H Street to the Key Building is indicative of PBS recognition of our desire to be in the Rosslyn area. As this move is in the nature of an accommodation to the Bureau of Public Roads, it would also enhance our bargaining position to acquire land from BPR for 1,000 additional parking spaces at Headquarters.

3. As a corollary to the move from 1717 H Street to the Key Building we propose to relocate TSD from [] to the 2430 E Street area into Central and/or South Building. The National Park Service and the District Highway Department may be expected to exert pressure for us to vacate [] Building early in 1965 (sic) to be out of the way for utilities relocations and road construction in the immediate area of the building. This proposed move of

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TSD, following closely on the move of the Agency from 1717 H Street and the Office of Finance from the 2430 E Street area into the Key Building will gain us valuable lead time in relocating TSD. The relocation from [] Building will require major construction and several months to accomplish. We cannot afford to await a deadline early next year before taking action.

4. To make space available for TSD in the 2430 E Street area, we propose that the Office of Finance, now occupying [] square feet in Central, East and South Buildings be moved to the Key Building where space will be available over and above the needs of the 1717 H Street relocation. After TSD from [] is settled in this space, we should find it possible to move those elements of TSD now in the 4th floor (attic) of South Building to a more suitable location in South or Central Building. You will recall that it was generally agreed that the 4th floor of South Building is well below acceptable standards of working conditions and that consideration would be given to relocation of these elements of TSD if and when a more or less permanent location became available. This now appears possible.

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5. The accomplishment of the move of TSD from [] to South and/or Central Building will mean that all of TSD's in-town space, with two minor exceptions, will be consolidated in two adjacent buildings and should result in much improved operational and administrative efficiency. One exception is the space at [] which houses an operation that cannot be accommodated in any Agency occupied building. We propose to continue the [] The second exception is space in R&S Building occupied by TSD Training. We propose that this element be moved to the 2430 E Street area when we vacate R&S Building.

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6. We have discussed the parking situation at the Key Building with PBS who advised us that they did not request bids on parking space in their recent request for proposals on [] ft. of space. Accordingly, no parking spaces are available within the [] proposal submitted to PBS. However, it was indicated that space could be made available for "official" vehicles or personal vehicles used for official Government business. It was further indicated that PBS would assist in negotiations between the Agency (possibly Employees Recreation Association) and the owner to lease employee parking space. Generally speaking, parking should be somewhat better in the Rosslyn area than in and around 1717 H Street.

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10. In our judgment the PBS proposal is a positive move in the direction of establishing a foothold for us in Reeslyn and ultimately consolidating several Agency functions in that area. Reeslyn is centrally located and is easily accessible to the George Washington Parkway, Key and Memorial Bridges, the Department of State, the Pentagon and other downtown Government offices. This proposal, supplemented by our plans for relocating TSD and the Office of Finance, offers no apparent disadvantages.

11. It is recommended that you approve the PBS proposal for the relocation from 1717 H Street to the Key Building and our plan for moving TSD and the Office of Finance. It is further recommended that FY 65 funds be made available to the Office of Logistics in the amount of \$267,400 for rent and estimated relocation costs, \$92,400 and \$175,000 respectively, and FY 66 funds in the amount of \$123,200 be made available at the appropriate time for rent.

12. This memorandum has been coordinated with the offices affected.

ALAN M. WARFIELD
Director of Logistics

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APPROVED: * 6 October 1964
Date

/s/ L. K. White

**L. K. White
Deputy Director
for Support**

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(28 September 1964)

with the basic idea. However,

before a final decision is made a complete and accurate survey should be made to assure that the space will in fact adequately house all personnel, will accommodate a proper vault in the proper place, and that transportation and parking will be taken care of satisfactorily.

*** With the understanding that:**

(1) We will get the use permit we need from PBS to develop a parking lot; [redacted]

(2) We will have first priority on all or nearly all of the parking spaces for rent in Key Building;

(3) PBS will declare its intent to consolidate all non-Langley space to the extent possible in the Rosslyn area.

/s/ LKW

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